**COLCHESTER BOARD OF EDUCATION**
**Regular Meeting**

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Tuesday, October 14, 2025
6:00 PM
William J. Johnston Middle School Black Box Theatre

**MINUTES**

**BOARD MEMBERS PRESENT :** Chair Donna Antonacci, Vice-Chair Christopher Rivers, Secretary Margo Gignac, Alexander Oliphant, Michelle Millington, and Stefanie Tracey-Calash.

**ADMINISTRATION PRESENT :** Superintendent Daniel P. Sullivan, III, Assistant Superintendent Jessica L. Kuckel, Assistant Director of Pupil Services Rebecca Tedesco, Bacon Academy (BA) Principal Amy Begué, William J Johnston Middle School (WJJMS) Principal Meghan Amado, Jack Jackter Intermediate School (JJIS) Principal Stacy Ewings, Colchester Elementary School (CES) Principal Judy O'Meara, CES Assistant Principal Kelly Bahre.

**OTHERS PRESENT :** Director of Finance and Operations Rachel Linkkila, Instructional Technology Coordinator Barbara Johnson, Human Resources Coordinator Pauline Goetz, Director of Educational Operations Andrew Barillari, Student Board Member Abigail Stillwell, Student Board Member Toheed Usman.

## 1. MEETING OPENING

1.1. Call to Order
D.Antonacci called the meeting to order at 6:01 PM

1.2 Roll Call
D.Antonacci conducted a roll call of the Board.

1.3 Pledge of Allegiance

## 2. *ADDITIONS / CHANGES TO THE AGENDA

2.1. *New Agenda Item
**Motion by:** M.Gignac
Motion to add 25 Policy Reads to Agenda Item 9.4, subsection A
**Second:** S.Tracey-Calash
**Roll Call:** All in favor
**Vote:** Motion carried

**Motion by:** M.Gignac
Motion to add Friends of Football Video to Agenda Item 7.4
**Second:** M.Millington

**Roll Call:** All in favor
**Vote:** Motion carried

## 3. RECOGNITIONS / ACKNOWLEDGEMENTS

3.1. CES Recognition - Innovative Teaching (Goal 2)

Principal O'Meara recognized Karen Groves, CES Library Media Specialist, for her efforts with students and fellow educators in the Innovations Room.

3.2. Information Literacy Month (Goal 2)

Karen Groves and Susan Bennett stated that next week is US Media Literacy Week, which highlights the importance of helping students think critically about the media they encounter and how to use it responsibly.

## 4. REPORT FROM STUDENT BOARD MEMBERS

4.1. Student Board Member Report

A.Stillwell and T.Usman stated that October has been a month full of student achievement, school spirit, and community engagement.

**Athletics:** The girls' volleyball team celebrated Senior Night with a victory. Both the football and girls' soccer teams remain undefeated. The Unified Sports team represented the school at the ECC Unified Soccer Tournament on October 9th at Waterford High School, showcasing inclusion and teamwork.

**Student Events:** On October 2nd, juniors and seniors attended a mock crash demonstration and assembly highlighting the dangers of impaired driving. The homecoming dance was held on October 3rd, followed by Spirit Week (October 6–10) featuring themed dress-up days and concluding with a spirited pep rally.

**Academics:** The first academic quarter concludes on October 31st, marking a strong and positive start to the school year.

**Recognitions:** Ms. Levasseur was named Teacher of the Year, announced during the pep rally. Student-athlete Boden Paul was nominated for ECC Athlete of the Week—community members are encouraged to vote in his support.

## 5. PUBLIC COMMENT

5.1. For Public Comments, please see Policy 1120 *Public Comment and Correspondence at Board Meetings*

- Mike Egan, 343 Lebanon Ave - Stated that this is his last BOE meeting serving as the BOF Liaison, and gave his thanks and appreciation to the BOE.

## 6. *CONSENT AGENDA

6.1. *Approval of Regular Meeting Minutes of September 9, 2025
**Motion by:** M.Gignac
Motion to approve all items in Agenda Item 6 Consent Agenda
**Second:** C.Rivers
**Roll Call:** All in favor
**Vote:** Motion carried

6.2. *Approval of JJIS Disposal Request
See 6.1

6.3. *Approval of BA 2026 Graduation Commencement Ceremony Date

6.4. *Approval of BA Field Trip to NY in December
See 6.1

6.5. *Approval of BA Field Trip to NY in April

See 6.1

## 7. REPORT FROM SCHOOL LIAISONS

7.1. CES

Open House was last week and PTO did a fantastic job with the Book Fair.

7.2. JJIS

Nothing to report.

7.3. WJJMS

Looking to start reach out to the community for Veterans Day activities

7.4. BA

The parent meeting was successful, this is a monthly meeting. The Friends of Football video was shown, where Football players gift mugs to a teacher that had a positive impact on their life.

## 8. REPORT FROM SUPERINTENDENT

8.1. Outgoing Board Members (Goal 2)

Superintendent Sullivan recognized and thanked the outgoing BOE Members R.Gignac and A.Oliphant.

8.2. October 1, 2025 Enrollment Report Presentation

Superintendent Sullivan presented the October 1, 2025 Enrollment Report, comparing 2024–2025 and 2025–2026 figures. He noted that current enrollment is at 2080 and is close to projections. It was clarified that enrollment projections are provided by NESDEC.

8.3. Health Reserve /Employee Insurance

Superintendent Sullivan gave a presentation on the Health Reserve, what Stop Loss Insurance is, and where we stand today.

## 9. REPORT FROM COMMITTEES

9.1. Budget Finance Committee

C.Rivers showed where monthly financials are kept on the website. He went over the September 2025 Monthly Budget Report and budget transfers.

**Motion by:** S.Tracey-Calash

Motion to approve Budget Transfers Over $5,000

**Second:** M.Gignac

**Roll Call:** All in favor

**Vote:** Motion carried

9.2. Curriculum Committee

Met earlier today and reviewed new course proposals.

9.3. Facilities Committee

A.Barillari gave a BA HVAC upgrade and updated pricing for the BA Roof project. It was also asked that the Capital Plan be updated.

9.4. Policy Committee

9.4a Policy Edits - The Policy Committee has been hard at work getting through the 5000 Series. There are 25 first reads tonight, and second reads will happen at the November meeting.

## 10. *PRIORITY DISCUSSION / ACTION ITEMS

10.1. Academic Assessment Data (Goal 1)

Assistant Superintendent Kuckel presented the state assessment results that we receive each fall. This presentation went over the lightlights of those results and help inform us of our next steps and carve out important work that we have this school year.

10.2. *Approval of BA Field Trip to Japan in 2027

There was lengthy discussion about the proposed Field Trip to Japan in 2027.

**Motion by:** M.Gignac

Motion to approve the trip to Japan as presented with the addition of an administrative chaperone and limited to the classes of 2027, 2028 and 2029 as recommended.

**Second:** S.Tracey-Calash

**Roll Call:** All in favor

**Vote:** Motion carried

## 11. BOARD ANNOUNCEMENTS / INFORMATION ITEMS

11.1. Items of Correspondence

Letter from Principal Judy O'Meara recognizing two staff members for their professionalism and prioritizing student safety.

11.2. Next Meeting

The next scheduled Regular Board Meeting will be on November 18, 2025 at 6:00 PM

## 12. ADJOURNMENT

**Motion by:** M.Gignac

Motion to adjourn.

**Second:** C.Rivers

**Roll Call:** All in favor

**Vote:** Motion carried

D.Antonacci adjourned the meeting at 8:37 PM

Respectfully submitted,

AButova

Alyssa Butova
Executive Assistant to the Superintendent